

MULTNOMAH COUNTY DRAINAGE DISTRICT #1
MINUTES OF THE BOARD OF SUPERVISORS MEETING
April 16, 2009

Pursuant to advertised notice, the Board of Supervisors' meeting of Multnomah County Drainage District No. 1 was held at 8:00 a.m. on Thursday, March 12, 2009, at the District's administrative office, 1880 NE Elrod Drive, Portland, Oregon.

Chair Tim Warren called the meeting to order at 8:00 a.m. and requested that the secretary note the role. Eaton acknowledged that meeting announcements had been made.

Those present were:

Tim Warren, President
Larry Cooper, Supervisor
George Donnerberg, Supervisor
George Lingelbach, Supervisor
Bruce Holte, Supervisor was present via teleconference
Bob Eaton, Executive Director, and Secretary/Treasurer
Dave Hendricks, Deputy Director
Janet Olson, District Accountant
Kim McRobbie, Secretary Pro Tem
Phil Ralston, Port of Portland Liaison

APPROVAL OF MINUTES:

Larry Cooper moved to approve the Board minutes from March 12, 2009 with two noted corrections. George Lingelbach seconded and the motion passed unanimously.

BUSINESS:

Review and Adopt FY 2009-2010 District Intergovernmental Agreements – Eaton spoke to the IGA included in the pre-meeting packet. He added there are a couple of changes for review today. The changes are in the areas of workers compensation insurance, as well as the rate schedule. He noted that the copy he has submitted for signatures reflects these changes. He also stated that Hendricks has updated the rate schedule for FY 2009-2010. Warren asked Hendricks if the rates are based on actual time spent. Hendricks responded yes with a cap that was added a couple years ago. Eaton briefly explained the process to Donnerberg and Holte who were not on the Board when these were last discussed. Warren asked if the District had recouped all it's monies from the work done in PEN 2. Eaton responded yes, or pretty darn close. Hendricks added there was a code put into place for time tracking and billing purposes. With no further questions, Warren asked for a motion. Bruce Holte moved to adopt Intergovernmental Agreements for 2009-2010 with PEN 1, PEN 2 and SDIC. Larry Cooper seconded and the motion passed unanimously.

Executive Session –Tim Warren suggested to set aside the Executive Session until the end of the meeting. All Board members agree.

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Pre-Budget Discussions – Eaton started by saying he is responsible for the MCDD and SDIC budgets; Hendricks takes care of the PEN 1 and PEN 2 budgets. Eaton prepared and handed out a Cost Summary for FY 2009-2010 reflecting the totals coming in at \$3,045,000. Eaton stated that he did not include the CIP items or any monies to reserves. Staff is looking for added revenue and additional cost cutting. Warren noted, according to his calculations, the District is looking at an approximate 12% increase. Therefore, narrowing the gap is definitely needed. Warren asked if staff knew of any shovel ready jobs within the District. Eaton said yes, and stimulus dollars are out there, but the US Army Corps of Engineers (USACE) told the District there are higher priorities for this year. Eaton added, according to his contacts in Washington DC, the USACE has money available, but is giving it to areas that have not benefited prior and that need it more. George Lingelbach inquired to the large electrical rate spike that is expected and wondered if the District has ever looked into secondary power sources. Eaton stated that he has received a notice from Pacific Power and Light notifying of an approximate 17% increase. He has not heard anything from PGE as of yet. Hendricks responded to the secondary power question stating they have looked into several options including mini-turbines. This does not appear to be an option however, because there is an estimated 30-year payback on the investment. He will look into other options and their advantages and disadvantages and bring his findings back to the Board.

STAFF UPDATES:

Third Quarter Summary – District Bookkeeper Janet Olson spoke to the handouts included in the pre-meeting packets. She began with the balance sheet through February 28, 2009 that reflects total liabilities and equity at \$9,188,640.73. Olson said that about five years ago the District received back a few uncashed checks from assessment refunds made to landowners. These were returned due to incorrect mailing information or payees not at the current address. It was the District's responsibility to turn that money over to the State and Olson noted the previous bookkeeper had not started that process. She and Gloria have been working together to gather all the necessary data. They have been able to trace and locate some of the people and their refunds will be reissued. The other amounts will be turned over to the State of Oregon as unclaimed property. Olson spoke to the assessment revenue saying it is hard to say right now if goals would be met, but she is expecting a larger chunk to come in June. She spoke to service contract revenue being on target and she will be billing the Port for De-Icing at the end of May. She also spoke to LGIP interest coming in shorter than expected as the interest rates are dropping an approximate ½ point a month. Olson covered the accounts that are slightly under budget like payroll and benefits as well as the accounts that are slightly up, as in communications and community education. Olson added that the cell phones and radios would be split from SCADA by the end of the year to allow more detailed tracking. Warren asked Olson if she were budgeting on a month-to-month basis? If not, he would like to see the budget built that way. She responded that it is easy to split items out that way. She will play with the reports to see if it would be useful to the Board. Hendricks is concerned that breaking the budget down by month would not provide accurate information without using a bell curve budget. Olson will work with the system and Hendricks to see if the information can be formatted in a useful manner for the Board.

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PDX REPORT:

PDX (Portland International Airport) Report with Phil Ralston – Ralston began by stating he has four items he would like to highlight for the Board:

1. PDX has a new Aviation Director. Steve Schreiber is back as Mary Maxwell has retired. He added that some of you may know Steve and it is good to have him back at the airport.
2. On April 8, 2009, the Port of Portland and MCDD held their quarterly meeting. Ralston added he would like to assure the Board that the two groups are routinely talking to keep moving forward and he appreciates the relationship the Port has with the District.
3. In late April, PDX will be involved in a community emergency response plan exercise. He added the theme will be a statewide earthquake and that PDX will be coming in as an after the event participator.
4. Ralston said the economic challenge has reached the Port of Portland along with everyone else. Revenue is down about 15-20% on both the aviation and the marine sides. The Port Commission has met and has adopted expense reductions in a few areas. The Executive Director will be taking at 10% pay cut along with a 6% furlough. Administrative professionals will be required to take one furlough day a month. Ralston added that nine groups' representatives are trying to bring down spending in many areas. He also said the Port is holding conversations with key vendors to see if some adjustments can be made. Also decided by the commission is a reduction in force with 30 unfilled positions gone. Fifteen Port employees have lost their jobs and five took early retirement. He added the Port has postponed many of their capital projects at this time and moved them to a wish list. Ralston concluded that he feels the worst is over at this time but the Port is staying sensitive to concerns.

Warren stated it is good to hear such good communication between the Port of Portland and the District and asked if it is always this way. Ralston responded that there would always be challenges when two agencies are working together. He feels that if there are any, they are technical challenges that are easy to identify and solve. He feels the two agencies act in the best interests of each other. Eaton added he feels the same way and the working relationship is very solid.

PROJECTS:

North Johnson Lake Ditch Maintenance – Hendricks spoke to the ditch at North Johnson Lake and 100th Street and how woody debris was recently cleared from it due to blockages.

185th – Gresham Bike Trail – Hendricks said the district is working with the City of Portland and Metro to complete the gaps in the 40-mile loop trail from NE 180th to Blue Lake Park. The segment falls within the Cities of Portland, Fairview, and Gresham. He added that the City of Fairview received a \$1.9 million grant from Metro to design and construct a bike trail from NE Sundial Road west to Blue Lake Park. He stated that the engineering work should begin in 2009-2010 with construction to begin in 2011. Hendricks added that some of the trail segments will require a consultation with the State Historic Preservation Organization.

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PROGRAMS/POLICIES:

Four District Supervisors' Training and BBQ – Eaton spoke to the annual all Board training held on March 19. SDAO provided the training and, although it was not the most exciting of topics, it is needed to have on record every five years or so and he appreciates all who attended.

4MAT Roundtable, April 30, PEN 2 Hosting – Eaton spoke briefly to the 4MAT Roundtable scheduled for April 30. He has been working with Dick Shafer on topic discussions and has a list of different training opportunities will be presented for prioritization.

PLANNING:

Cities of Fairview and Gresham Title 13 Update – Eaton stated that the City of Fairview Citizen's Review Committee has approved the Title XIII language of Metro's Model ordinance. Gresham is still working on the ordinance but currently has the appropriate language included, except for trees.

COP Tree Regulations – Eaton stated he attending the Planning Commission informational hearing and there were a number of things said that left him feeling uneasy. A meeting is scheduled for April 24 between City staff and MCDD on the issue.

RECESS:

At 9:17 am Tim Warren recessed the Board meeting to begin the Executive Session under ORS 192.660 (2) (a) for a performance evaluation of the Executive Director. At this time, all non-Board members are excused.

Board Chair, Tim Warren adjourned the Executive Session at 9:27 am.

RECONVENE:

At 9:44 a.m., Tim Warren called The Multnomah County Drainage District Board of Supervisors Meeting to reconvene. He moved to adopt the salary schedule for Bob Eaton discussed in the executive session.. Larry Cooper seconded and the motion passed unanimously.

ADJOURNMENT:

There being no further business to be brought before the Board, President Warren adjourned the meeting at 9:45 am.

APPROVAL:

These minutes were approved at a duly called meeting of the Multnomah County Drainage District #1 Board of Supervisors on May 21, 2009.

Attested: _____
Secretary